



DEPARTMENT OF CONSUMER AFFAIRS
 CALIFORNIA BOARD OF ACCOUNTANCY
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**CALIFORNIA BOARD OF ACCOUNTANCY (CBA)
 PEER REVIEW OVERSIGHT COMMITTEE (PROC)**

**PROC MEETING
 NOTICE & AGENDA**

**Tuesday, August 30, 2011
 10:00 a.m. – 2:00 p.m.**

Crowne Plaza LAX
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PROC Purpose Statement

To engender confidence in the California Peer Review Program by performing oversight of the program and providing recommendations to the CBA on the effectiveness and continued reliance of the Program.

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| 10:00-10:05 | I. Roll Call and Call to Order (Nancy Corrigan, Chair) . |
| 10:05-10:30 | II. Report of the Committee Chair (Nancy Corrigan) .
A. Approval of the July 8, 2011 PROC Minutes.
B. Report on the July 21, 2011 CBA Meeting.
C. Report on the August 16, 2011 NASBA PROC Summit. |
| 10:30-10:45 | III. Report on PROC Activities (Nancy Corrigan) .
A. Report on the August 10, 2011 American Institute of Certified Public Accountants' Peer Review Board Meeting.
B. Report on CalCPA Report Acceptance Body (RAB) Meetings:
i. July 26, 2011 RAB.
ii. August 10, 2011 RAB.
iii. August 25, 2011 RAB. |
| 10:45-11:00 | IV. Reports and Status of Peer Review Initial Implementation (Kathy Tejada, Enforcement Manager, and April Freeman, CBA Staff) .
A. Status of Senate Bill 543. |

- B. Statistics of Licensees Who Have Reported Their Peer Review Information to the CBA.
 - C. Status of Correspondence to Licensees Regarding Peer Review Reporting.
- 11:00-11:30 V. Discussion Regarding PROC Procedures Manual (**Rafael Ixta, Enforcement Chief**).
- 11:30-12:30 **LUNCH**
- 12:30-1:30 VI. Status of PROC Roles and Responsibilities (**Rafael Ixta**).
 - A. PROC Roles & Responsibilities Activity Tracking
 - B. Administrative Site Visit Checklist
- 1:30-1:45 VII. Discussion Regarding PROC Assignments (**Nancy Corrigan**).
- 1:45-1:50 VIII. Future Agenda Items (**April Freeman**).
- 1:50-2:00 IX. Public Comment for Items Not on the Agenda.
- X. Adjournment.

Please note: Action may be taken on any item on the agenda. All times are approximate. In accordance with the Bagley-Keene Open Meetings Act, all meetings of the PROC are open to the public. Government Code section 11125.7 provides the opportunity for the public to address each agenda item during discussion or consideration by the PROC prior to the PROC taking any action on said item. Members of the public will be provided appropriate opportunities to comment on any issue before the PROC, but the PROC Chair may, at his or her discretion, apportion available time among those who wish to speak. Individuals may appear before the PROC to discuss items not on the agenda; however, the PROC can neither discuss nor take official action on these items at the time of the same meeting. (Government Code sections 11125, 11125.7(a).) CBA members who are not members of the PROC may be attending the meeting. However, if a majority of members of the full board are present at the PROC meeting, members who are not members of the PROC may attend the meeting only as observers.

The meeting is accessible to individuals with physical disabilities. A person who needs a disability-related accommodation or modification in order to participate in the meeting may make a request by contacting April Freeman at (916) 561-1720, or by email at afreeman@cba.ca.gov, or send a written request to the CBA office at 2000 Evergreen Street, Suite 250, Sacramento, CA 95815. Providing your request at least five (5) business days before the meeting will help to ensure availability of the requested accommodation.

For further information regarding this meeting, please contact:

April Freeman, Peer Review Analyst
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 California Board of Accountancy
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 Sacramento, CA 95815

An electronic copy of this agenda can be found at <http://www.dca.ca.gov/cba/calendar.shtml>.